



**MINUTES**  
**Thursday, October 1, 2015**  
**Regular Meeting – 7:00 P.M.**

Please refer to the Historical and Landmarks Commission Procedural Items guideline for information on all procedural matters.  
An audio recording of this meeting is available in the Planning Office for review or purchase the Friday following the meeting.

**ITEMS FOR COUNCIL ACTION**

The following items from this Historical and Landmarks Commission agenda will be scheduled for Council review following the conclusion of hearings and recommendations by the Historical and Landmarks Commission. Due to timing of notices for Council hearings and the preparation of Council agenda reports, these items will not necessarily be heard on the date the minutes from this meeting are forwarded to the Council. Please contact the Planning Division office for information on the schedule of hearings for these items:

- **Agenda Item No. 8.A.: Historic Combining Planned Development for 1086 Madison Street**

**1. CALL TO ORDER**

The meeting was called to order at 7:07 p.m.

**2. ROLL CALL**

Commissioners Present: Priya Cherukuru, Stephen Estes, Michael Hyams, Jeannie Mahan and J.L. "Spike" Standifer

Commissioner Absent: Brian Johns and Robert Luckinbill

Staff Present: Yen Chen, Associate Planner, and Jeff Schwilk, Associate Planner

**3. DISTRIBUTION OF AGENDA AND STAFF REPORTS**

Copies of current agendas and staff reports for each of the items on the agenda are available from the Planning Division office on the Friday afternoon preceding the meeting and are available at the Commission meeting at the time of the hearing. Commissioner Mahan reviewed this procedure.

**4. DECLARATION OF COMMISSION PROCEDURES**

Chair Mahan reviewed the Historical and Landmarks Commission procedures for those present.

**5. REQUESTS FOR EXCEPTIONS, WITHDRAWALS AND CONTINUANCES**

- A. Withdrawals – None
- B. Continuances – None
- C. Exceptions – None

**6. ORAL PETITIONS/ANNOUNCEMENTS AND COMMUNICATIONS**

- None

## 7. CONSENT CALENDAR

Consent Calendar items may be enacted, approved or adopted, based upon the findings prepared and provided in the written staff report, by one motion unless requested to be removed by anyone for discussion or explanation. If any member of the Historical and Landmarks Commission, staff, the applicant or a member of the public wishes to comment on a Consent Calendar item, or would like the item to be heard on the regular agenda, please notify Planning staff, or request this action at the Historical and Landmarks Commission meeting when the Chair calls for these requests during the Consent Calendar review.

**7.A.** Approval of Historical and Landmarks Commission Minutes for the meeting of September 3, 2015.

**Motion/Action:** Motion was made by Estes, seconded by Hyams to approve the Minutes of September 3, 2015. (5-0-0-2, Johns and Luckinbill absent)

**7.B.** Approval of Historical and Landmarks Commission Minutes for special meeting of September 12, 2015

**Motion/Action:** Motion was made by Estes, seconded by Hyams to approve the Minutes of September 12, 2015. (5-0-0-2, Johns and Luckinbill absent)

\*\*\*\*\***END OF CONSENT CALENDAR**\*\*\*\*\*

8.

## 9. PUBLIC MEETING ITEMS

<b>8.A. File No.(s):</b>	<b>PLN2015-11152</b>
Location:	1525 Alviso Street, a 2.06 acre site located at the northeast corner of Alviso Street and El Camino Real, APNs: 224-29-012, 032, and 034; property is zoned Light Industrial (ML)
Applicant:	City Ventures
Owner:	Robin Lynn Kay
Request:	<b>Design Review</b> of the demolition of existing industrial buildings, and the construction of a new 40-unit, three-story residential Planned Development
CEQA Determination:	Initial Study / Mitigated Negative Declaration
Project Planner:	Jeff Schwilk, AICP, Associate Planner
<b>Staff Recommendation:</b>	<b>Recommend approval, subject to conditions</b>

**Notice:** The notice of public meeting for this item was posted within 300 feet of the site and was mailed to property owners within 300 feet.

**Discussion:** Mr. Schwilk provided an overview of the project to the Commission. Representatives from City Ventures introduced the project and answered questions from the Commission. Chair Mahan opened up the item for public comment. Michael Fisher spoke in favor of the proposed project. He did note concerns that the project entrance faces his kitchen. He noted possible design solutions including modifying a recent Planned Development approval on his property. The public comment period was then closed.

The Commission discussed options to the address the concerns over the entrance location. The applicant noted that it is a constrained site. The Commissioners noted concerns over the congestions around the project area and difficulty in getting to the site from Lafayette and El Camino Real. Doug Herring, environmental consultant, responded to questions from the Commission on the cultural and historical resources.

### **Motion/Action:**

Motion was made by Cherukuru, seconded by Hyams that the Commission recommend approval of the project, subject to conditions. (4-1-0-2, Standifer opposed, Johns and Luckinbill absent)

**8.B. File No.(s):** **PLN2015-11331**  
**Location:** 668 Benton Street, a 4,615 square foot parcel located on the south side of Benton Street approximately 100 feet east of The Alameda, APN: 230-08-002; property is zoned Single Family Residential (R1-6L)  
**Applicant/Owner:** Steve Brodie/ Santa Clara University  
**Request:** **Design Review** of a reconstruction of an existing deck, minor interior remodel, and demolition of illegal garage conversion  
**CEQA Determination:** Categorically Exempt per CEQA Section 15301, Existing Facilities  
**Project Planner:** Steve Le, Planning Intern II  
**Staff Recommendation:** **Recommend approval, subject to conditions**

**Notice:** The notice of public meeting for this item was posted within 300 feet of the site and was mailed to property owners within 300 feet.

**Discussion:** Mr. Chen provided an overview of the project to the Commission. Steve Brodie representing the SCU provided comments on the project and requested the removal of the slab be approved. He noted different methods to deconstruct the structure and removal of the concrete slab. Chair Mahan opened up the item for public comment. No comments were received from the public during public comment period.

The Commissioners noted the adobe structure is very fragile and voiced the caution in the deconstruction of the structure. Commission Cherukuru commented on securing historical items prior to the deconstruction. Mr. Chen explained consideration for the use of heavy construction equipment and substitution to light equipment or hand tools are generally part of the environmental review. The distance and separation of structures often will dictate measures to limit vibrations.

#### **Motion/Action:**

Motion was made by Hyams, seconded by Cherukuru that the Commission recommend approval of the project using best practices on the deconstruction including the removal the concrete slab, subject to the following conditions: (5-0-0-2, Johns and Luckinbill absent)

1. The applicant shall submit a deconstruction plan in lieu of a demolition plan for any structures or components removed per the approved plans. The deconstruction plan shall be reviewed and approved by the Department of Planning and Building Inspection prior to commencement of said activity.
2. No jack hammers or power compaction equipment shall be used for the demolition (deconstruction) and construction in the rear yard.
3. No Smoking or open flames are permitted during construction.
4. Electricity to the garage shall remain off until the removal of the addition and bathroom.
5. The two front windows to be replaced shall be replaced with wood frame similar to original.
6. Prior to the demolition/deconstruction activities, the applicant or his/her agent shall notify Planning staff to conduct a site visit and verify compliance with the deconstruction plans and methods.
7. The applicant shall notify the Santa Clara Women's Club leadership about the proposed project, and in advance of any work taking place.

Motion was made by Estes, seconded by Hyams that Commission reserves the right to determine the historical eligibility in the future. (5-0-0-2, Johns and Luckinbill absent)

## **10. OTHER BUSINESS**

### **9.A. Commission Procedures and Staff Communications**

#### **i. Announcements/Other Items**


- Correspondence received for HLC
- Mr. Chen presented a Thank You Letter from the Ulistac Natural Area Restoration & Education Project.
- HLC Schedule of Meetings for Year 2016
- Motion was made by Cherukuru, second by Estes to approve the HLC Schedule of Meeting for Year 2016. (5-0-0-2, Johns and Luckinbill absent)
- The Commission requested item be the on the November HLC agenda for reconsideration.

- Monthly Report on HT properties: Residential reversions (verbal update)
  - None
  - Publications, CAMP and Technical Briefs Ad-hoc Committee & Mills Act Contracts Ad-hoc Committee
  - On September 3<sup>rd</sup> the HLC established the two ad-hoc committees. Mr. Chen noted that the City Attorney Office had concerns that the motion was not specific enough with regards to noticing requirements under the Brown Act. Mr. Chen noted that the Brown Act does not apply to ad hoc advisory committees consisting of less than a quorum of the covered board, is specific in the purpose, and limited time to complete the task.
  - Motion was made by Estes, seconded by Cherukuru to establish an ad-hoc committee that will end on June 2016 with a make-up of HLC Commissioner Estes, Hyams, and Johns in order to review Publications, CAMP and Technical Briefs (CDs) with the purpose of selecting public handouts and educational materials for publication. (5-0-0-2, Johns and Luckinbill absent)
  - Motion was made by Estes, seconded by Cherukuru to establish an ad-hoc committee that will end on June 2016 with a make-up of HLC Commissioner Estes, Hyams, and Johns in order to review Historical Preservation Agreements (Mills Act Contracts) with the purpose of making a recommendation on the adherence of the contract terms. (5-0-0-2, Johns and Luckinbill absent)
- ii. Report of the Liaison from the Planning and Inspection Department**
- City Council and Planning Commission Actions (verbal update)
- iii. Commission/ Board Liaison and Committee Reports**
- Santa Clara Arts and Historic Consortium (Standifer/Cherukuru as alternate)  
[Fourth Monday of each month at 7:15 p.m. - Headen-Inman House]
  - Historic Preservation Society of Santa Clara (Mahan/Luckinbill as alternate)  
[Second Friday of each month at 10:00 a.m. - Harris Lass Preserve]
  - Old Quad Residents Association (Hyams/Mahan as alternate)
  - Architectural Committee (Mahan / Johns as alternate)
  - Agnews Historic Cemetery Museum Committee (Standifer/Luckinbill as alternate)
  - BART/ High Speed Rail/ VTA BRT Committee (Johns/Cherukuru as alternate)
  - Zoning Ordinance Update (Johns/Hyams Alternate)
  - Review of Mills Act Contacts Ad-hoc Committee (Johns, Hyams and Estes)
  - See discussion under Agenda Item 9.A.i
  - Review of Publications, CAMP & Technical Briefs Ad-hoc Committee (Johns, Hyams and Estes)
  - See discussion under Agenda Item 9.A.i
- iv. Commission Activities**
- Commissioner Travel and Training Reports
- v. Upcoming Agenda Items**
- Election of Commission Officers - November
  - Commission/ Board Liaison Assignments - November
  - Application Fees and Projects not requiring HLC Review- January
  - Franklin Post Office Update (Lorie Garcia) – TBD
  - Review of Street Name List (Lorie Garcia) – TBD
- The Commission added the following upcoming items:
- Update on Preservation Ordinance - November

## ADJOURNMENT

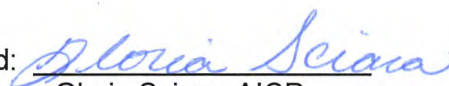
The meeting was adjourned at 9:25 p.m. The next regular Historical and Landmarks Commission meeting will be held on Thursday, November 5, 2015 at 7:00 p.m. in the City Council Chambers.

Prepared by:



Yen Han Chen  
Associate Planner

Approved:



Gloria Sciara, AICP  
Development Review Officer

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